

## **Planning Board Meeting November 16, 2020, Minutes**

**Attendees:** Chairman Brian W. Murray, Members: Daniel Kowalik, Mary Jane Shonn, Gregg Brown, Todd Glassman and Alison Koopman; Village Clerk Jayne DeTine and Code Enforcement Officer Mike Borth.

**Work Session** was opened at 5:30 PM by Chairman Murray

CEO Mike Borth gave a review of the Lavocat proposed usage of 126 Buell Street to build a 4600 sq. ft. storage facility with 22 storage units.

Planning Board Members Mary Jane Shonn led a discussion of the draft Tree Policy. Mary Jane will finalize the draft and send it over to the Clerk to distribute to the Planning Board Members for review.

The **Regular Planning Board Meeting** was called to order at 5:55 pm by Chairman Murray

Pledge to the Flag: Led by Todd Glassman

Chairman Murray welcomed everyone to the meeting and proceeded with the Agenda.

### **Minutes of October 19, 2020 Planning Board Meeting:**

- The minutes were approved as presented by Chairman Murray, motion by Todd Glassman and 2<sup>nd</sup> by Gregg Brown.

### **Christopher and Donald Lavocat – 126 Buell Street Re-zone/New Business**

- Chris and Don Lavocat came before the Board to explain their proposed idea to build a 4600 sq. ft. cold storage facility on the property at 126 Buell St. This property used to have a two-family home which burned down back in February 2020. The property is approximately ½ acre and is currently zoned R-1, with the new plan of use for the property it would need to be re-zoned to I-1, I-2 or B-1. The cold storage facility would hold approximately 22 units with the garage doors facing each other and a berm as well as evergreen trees would be in the landscape plan to help with curb appeal.

The Board discussed the plan and felt that putting a cold storage facility on that site would not be conducive for the entryway into the Village or with the Village's Master Comprehensive Plan. The Board agreed that housing whether it be single homes or multi- units would be a better fit. The Lavocat's agreed to re-evaluate their plan for the property located at 126 Buell Street and will look into moving their idea of a cold storage facility to another more appropriate property they own in the Village. They will contact the Village when they are ready to be placed on the Planning Board agenda again.

**Tree Policy Review** – Mary Jane will be finalizing the draft based on items discussed at meeting.

**Airbnb Codes** – Chairman Murray had sent out the Town of Newstead proposed law. We will use this as a starting point to adopt our law. All members to review for next meeting. Mary Jane to send her and Don's comments from the town of Newstead meeting.

**Permitting Process Checklist/Flowchart:** - Chairman Murray passed out the most recent version of the checklist. The members will review. Mike, Dan, and Brian will also make sure all of the steps and Codes are included.

**Comprehensive Plan:** Nothing to report at this time.

**Cornerstone Subdivision Review:** Mike will set up a meeting with Charles Kelkenberg for later this week.

Adjourned: Motion by Todd Glassman and seconded Dan Kowalik at 7:15 pm.

Next meeting: December 21, 2020 starting at 5:30 pm proposed agenda:

Item # 1:	Appearances	Mike Borth
Item # 2:	Tree Policy/Law review	Allison Koopman
Item # 3:	Airbnb Codes Update	Mike Borth & Brian Murray
Item # 4:	Permitting Process checklist/flowchart	Dan Kowalik & Brian Murray
Item # 5:	Comprehensive Plan Update	Brian Murray
Item # 6:	Cornerstone Subdivision	Mike Borth

Respectfully submitted

Brian W. Murray  
Planning Board Chairman